



**CITY OF COCONUT CREEK  
PLANNING AND ZONING BOARD MINUTES**

**Government Center  
4800 W. Copans Road  
Coconut Creek, Florida**

**Date: October 14, 2020  
Time: 7:00 p.m.  
Meeting No. 2020-1014**

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**1. CALL TO ORDER**

The meeting was called to order by Chair Doug Young at 7:00 p.m.

**2. PRESENT UPON ROLL CALL:**

Chair Doug Young  
Vice Chair Jerry Poole  
Thomas Casey  
Steven Hall  
Debra Voorhees

Also present: Deputy City Attorney Kathryn Mehaffey, Community Relations Director Yvonne Lopez, Principal Planner Lizet Aguiar, and City Clerk Leslie Wallace May.

Absent: Jeffrey Barker, Alternate

Chair Young explained that Governor Ron DeSantis' Executive Orders 20-52 and 20-69, as continuously extended, and Section 252.38, Florida Statutes, authorized all local governments to waive procedures and formalities otherwise required by both state and local law as necessary to allow local governments to continue to perform public work and take whatever prudent action is necessary to ensure the health, safety, and welfare of the community. He noted that the meeting was being conducted live with a quorum physically present. Deputy City Attorney Kathryn Mehaffey explained the procedures for public participation and comment for the meeting.

**3. APPROVAL OF MINUTES**

A MOTION APPROVING THE MINUTES FROM PREVIOUS PLANNING AND ZONING BOARD MEETING(S). (2020-0909)

**MOTION:** Casey/Poole - To approve the Minutes of the September 9, 2020, meeting.

**Upon roll call, the Motion passed by a 5-0 vote.**

**4. UNITY IN OUR COMMUNITY PRESENTATION**

Community Relations Director Yvonne Lopez gave a brief *PowerPoint* presentation on "Unity in Our Community," outlining tangible steps the City Commission had recommended to address implicit bias, racism, and other social justice issues. She explained City staff was committed to creative objectives and a work plan as identified at the virtual Town Hall Forum in July 2020 in the following areas:

- Education
- Purpose-Driven Business
- Police and Public Safety Relations
- Resident Involvement and Outreach

Ms. Lopez encouraged the Board members to listen to the virtual forum and view the section of the City's website on the subject.

## **AGENDA ITEMS**

Deputy City Attorney Mehaffey gave an overview of the quasi-judicial procedures that would be applied to Agenda Items 5 and 6. City Clerk May confirmed that the public notice requirements were met and swore in the witnesses.

**5. RESIDENCE INN: A VACATION OF EASEMENT APPLICATION TO VACATE A PORTION OF A WATER EASEMENT LOCATED AT 5730 STATE ROAD 7. (QUASI-JUDICIAL) (PUBLIC HEARING)**

Chair Young introduced the agenda item. Deputy City Attorney Mehaffey asked if there were any disclosures and/or ex parte communications from the Board, and there were none.

Principal Planner Lizet Aguiar gave a brief presentation on the item. She explained the applicant was requesting to vacate a portion of the water easement to install permanent infrastructure for the third and final phase of the Grove Parc Planned Commerce District (PCD) and vacate the temporary utilities put in place for the second phase. She noted the utilities had been removed and letters of no objection had been received, as required.

Jane Storms, Pulice Land Surveyors, 5381 Knob Hill Road, Sunrise, on behalf of the owner, CC Drainage POA, Inc., briefly introduced herself and stated she was present to answer any questions.

Chair Young opened the public hearing. City Clerk May read an email into the record received on the matter submitted by Deanna Castillo, 1931 Lyons Road, Coconut Creek, who asked if there was a waterline underneath the easement. City Clerk May stated Principal Planner Aguiar had responded to the public comment via email prior to the meeting.

There were no further questions or comments from the public, and Chair Young closed the public hearing.

**MOTION:** Hall/Casey – Move to approve Agenda Item 5.

**Upon roll call, the Motion passed by a 5-0 vote.**

**6. LYONS EXCHANGE CENTER: A VACATION OF EASEMENT APPLICATION TO VACATE A PORTION OF A UTILITY EASEMENT LOCATED AT 6401 LYONS ROAD. (QUASI-JUDICIAL) (PUBLIC HEARING)**

Chair Young introduced the agenda item. Deputy City Attorney Mehaffey asked if there were any disclosures and/or ex parte communications from the Board, and there were none.

Principal Planner Aguiar gave a brief presentation on the item. She stated the applicant was seeking to vacate a portion of the utility easement, noting that when the site plan was originally approved, a new access opening at the center of the site was proposed to relieve the conflict of large trucks and regular cars. She stated Broward County granted the permit but required a turn lane for the site, which currently had a utility easement. As a result, the applicant proposed to relocate the utility easement to make space for the turn lane. She noted letters of no objection had been received as required, and staff was recommending approval of the application.

Deena Gray, with Greenspoon Marder on behalf of the applicant, Marla Neufeld, for Mark Pierski, FR Lyons Road and Food for the Poor, Inc., stated she concurred with the staff report and was available to answer any questions.

Chair Young opened the public hearing. There were no questions or comments from the public, and Chair Young closed the public hearing.

**MOTION:** Voorhees/Poole – Move to approve Agenda Item 6.

**Upon roll call, the Motion passed by a 5-0 vote.**

**7. LAND DEVELOPMENT CODE: AN AMENDMENT TO CHAPTER 13, "LAND DEVELOPMENT CODE," TO AMEND THE BUILDING FEE SCHEDULE. (PUBLIC HEARING)**

Principal Planner Aguiar gave a brief presentation on the item. She noted staff reviews the fee schedule annually and was recommending minor changes due to changes to the Florida Building Code, State Statutes, amendments made at the County level, as well as minor changes to eliminate redundancies.

Chair Young pointed to areas with minimum fees and asked if there were maximums.

Principal Planner Aguiar stated she would need to refer to the Building Division for that information and added that she was happy to do so prior to the item going before the City Commission. Deputy City Attorney Mehaffey asserted the Code also included an equation to allow the builder to calculate total fees based on the size of the project.

Mr. Hall asked if the Florida Building Code was restated within the City Code, and for clarification regarding references to the Building Official within the Code.

Deputy City Attorney Mehaffey explained that the City could not amend the Florida Building Code, but the Broward County Board of Rules and Appeals had some limited authority to make local amendments through a public hearing process. She stated the references to the Building Official were referring to the City's Building Official Jack Boone. Mr. Hall expressed concern regarding the Building Official's authority to assess additional fees.

Chair Young opened the public hearing. There were no questions or comments from the public, and Chair Young closed the public hearing.

**MOTION:** Voorhees/Casey – Move to approve Agenda Item 7.

**Upon roll call, the Motion passed by a 5-0 vote.**

**8. COMMUNICATIONS AND REPORTS**

Principal Planner Aguiar stated the next meeting was scheduled for November 11, which was Veteran's Day. She noted there were no items expected to be presented at the meeting and asked the Board's wishes.

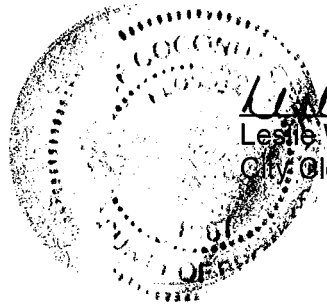
**MOTION:** Hall/Poole – Move to cancel the November 11, 2020, meeting.

**The Motion passed by a unanimous voice vote.**

**9. ADJOURNMENT**

The meeting was adjourned at 7:41 p.m.

Transcribed by: C. Parkinson, Prototype, Inc.



*Leslie Wallace May*  
Leslie Wallace May, MMC  
City Clerk

12/9/2020  
Date